



Development Services Division
1055 S. Grady Way
Renton, WA 98057
(425) 430-7200
www.rentonwa.gov

SUBMITTAL REQUIREMENTS

WIRELESS

THE APPLICANT SHALL SUBMIT AN ELECTRONIC COPY OF THE COMPLETE SET OF PLANS ACCORDING TO [RENTON FILE STANDARDS](#) FOR ANY STRUCTURE OR ADDITION. SUBMITTED PLANS SHOULD BE A BUILDABLE SET OF DOCUMENTS.

DUE TO THE CLOSURE OF CITY HALL TO THE PUBLIC WE ARE CURRENTLY USING A FILE SHARING SERVICE TO ACCEPT APPLICATIONS ELECTRONICALLY. EMAIL PERMITTECH@RENTONWA.GOV WITH THE FOLLOWING INFORMATION:

- APPLICATION TYPE
- ADDRESS OF PROPOSED WORK
- PROJECT NAME

YOU WILL BE PROVIDED WITH A LINK TO A WEBPAGE FOR YOUR APPLICATION MATERIALS.

1. Completed Building Permit Application for Commercial/Multi-Family
2. A complete set of construction drawings.
3. Specifications supplementing construction drawings.
4. Stress/structural calculations and geotechnical report if applicable.
5. A Conditional Use Permit may be required – for further information contact the Development Services Division at (425) 430-7200. If this process is completed or under way, include City project number.

THE SITE PLAN SHALL CLEARLY SHOW THE FOLLOWING:

6. Scale (1" = 20' or 1" = 40') and North Arrow.
7. Location, identification and dimensions of all buildings, property lines, streets, alleys and easements. Indicate condition of all public right-of-ways and submit verification of right to use easements.
8. Landscaped areas showing the location of trees, and other significant site features to be retained; and indicating type and locations of existing and new plant materials used to screen wireless facility components and the proposed color(s) for the wireless facility.

GENERAL NOTES MUST INCLUDE THE FOLLOWING: (PREFERABLY ON COVER SHEET)

9. The full name of the project.
10. The name, address and telephone number of owner and agent(s).
11. The area, in square feet or acres, of the project site.
12. The existing zoning of the project site.
13. The seismic design category of the project site.
14. The floor, roof and wind design loads.

15. The 2015 IBC designation of occupancy group.
 16. The 2015 IBC type of construction of proposed building(s).
 17. Applicant Agreement Statement: A signed, notarized statement indicating that:
 - a. The applicant agrees to allow for the potential collocation of additional wireless facility equipment by other providers on the applicant's structure or within the same site location; and
 - b. The applicant agrees to remove the facility within six (6) months after that site's use is discontinued or if the facility falls into disrepair, and restore the site to its pre-existing condition. If there are two (2) or more users of a single wireless facility, then this provision shall not become effective until all users cease using the wireless facility
 18. Draft Lease Agreement: A draft lease agreement with the landholder, or separate equivalent documentation:
 - a. That allows the landholder to enter into leases with other providers; and
 - b. Specifies that if the provider fails to remove the facility upon six (6) months of its discontinued use, the responsibility for removal falls upon the landholder.
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NOTE - PLANS WILL NOT BE ACCEPTED FOR A PERMIT WITHOUT THE FOREGOING INFORMATION:

After each section has approved the proposed construction, the required permits will be issued and the builder's copy of the approved plan turned over to the applicant. THE BUILDER'S COPY MUST BE AVAILABLE TO INSPECTORS ON THE JOB SITE AT ALL TIMES.

Separate permits are required for, but not limited to, plumbing, electrical, septic tanks, signs, refrigeration equipment, sewer hook-ups and off-site improvements, such as sidewalks, curbs and gutters, water mains, curb cuts for driveways, storm drainage, street lighting and street signs.

The Building Inspections / Permits Section will be responsible for the inspection and enforcement of requirements of building, plumbing, heating, electrical, occupancy, fire resistive construction, parking, signs, and any other building requirements not specifically provided for below.

The Fire Department will be responsible for the inspection and enforcement of requirements for the fire alarm systems, fire extinguishing systems, fire hydrants, fire lane access and fire exits.

The Public Works Inspections / Permits Section will be responsible for the inspection and enforcement of requirements for grade and drainage, curbs, gutters, sidewalks, access and egress from parking areas, water service, sanitary sewers, side sewers, storm drainage, street lighting, and street signs.